

Regular Meeting

Agenda Item #	1
Meeting Date	January 29, 2007
Prepared By	Jessie Carpenter City Clerk
Approved By	Barbara B. Matthews City Manager

Discussion Item	First Reading Ordinance Amending Chapter 2.16 of the <i>Takoma Park Code</i> to Revise the Statement of Purpose of the Emergency Preparedness Committee
Background	<p>The Emergency Preparedness Committee was established to provide community input and assistance in the City's planning and preparations for emergency operations and to involve residents in providing appropriate assistance during emergency operations.</p> <p>At their meeting of January 26, 2006, the Committee voted to recommend changes in the scope of the Committee to clarify their role and to not duplicate efforts already underway at the County level. The Committee presented their recommendations to the Council at their semi-annual report on November 27, 2006.</p> <p>The attached ordinance would amend to the City Code to revise the statement of purpose of the Committee.</p>
Policy	The City Code is amended by adoption of a two reading ordinance.
Fiscal Impact	None
Attachments	Draft first reading ordinance.
Recommendation	Council to accept ordinance at first reading.
Special Consideration	

Introduced by:

First Reading:

Second Reading:

Effective Date:

**ORDINANCE 2007-
AMENDING CHAPTER 2.16 OF THE *TAKOMA PARK CODE*
TO REVISE THE STATEMENT OF PURPOSE OF THE EMERGENCY
PREPAREDNESS COMMITTEE**

WHEREAS, the Emergency Preparedness Committee was established to provide community input and assistance in the City's planning and preparations for emergency operations and to involve residents in providing appropriate assistance during emergency operations; and

WHEREAS, the Committee has recommended that their statement of purpose be revised to clarify their role and to not duplicate the efforts of Montgomery County; and

WHEREAS, the Council has accepted the Committee's recommendation.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

Title 2, Chapter 2.16, Section 2.16.240 of the Takoma Park Code be amended as follows:

Section 2.16.240 Article 8. Emergency Preparedness Committee - Statement of purpose

The Emergency Preparedness Committee shall assist in:

A. Reviewing the City's Emergency Operations Plan and recommending changes to the Council and City Manager, including changes to improve processes for assisting special populations during an emergency.

~~B. Organizing Neighborhood Safety Contacts to interface with the City's Emergency Operations Team and establishing a process for using these contacts to facilitate communications during actual emergencies.~~

~~C.~~ E. Exploring the formation of volunteer neighborhood emergency teams that would assist City Departments in carrying out emergency activities when called upon.

~~D. Establishing a process for assisting the frail, elderly and persons with disabilities during an emergency.~~

EC. Assisting the City in coordinating with Montgomery County and other agencies in educating to educate residents on their individual responsibilities for preparing their households for emergencies and providing information on what residents can expect from the City and

County during an emergency.

~~F~~D. Exploring grant opportunities that would aid the City to improve the emergency preparedness of the Community and City Management—this would include assisting City staff in documenting and submitting desirable grants for review by the City Manager and concurrence of the Council.

~~G~~E. Reporting to the Council on the Committee’s progress six months after the Committee starts operating and every six months thereafter. Each report should provide appropriate recommendations for improving the City’s emergency preparedness along with budgetary implications that should be considered during the preparation of the annual budget.

~~H~~F. Coordinating with Montgomery County to offer and promote ~~Arranging for~~ Community Emergency Response Training (CERT) or other citizen training programs for resident volunteers and committee members ~~as requested~~.

~~I~~G. Coordinating with the Montgomery County Volunteer Center to identify and promote volunteer opportunities under emergency situations. ~~Educating and Assist in~~ promoting these volunteer opportunities to Neighborhood Safety Contacts, citizen patrols, citizen associations, persons who serve or care for special City populations, and other City residents.

~~J~~H. Advising the City on strategies to improve the effectiveness and efficiency of the City preparedness activities and its ~~Establishing an active relationship with relevant County, State and Federal Volunteer Agencies, and the American Red Cross,~~ as well as the emergency preparedness ~~volunteer~~ organizations of neighboring jurisdictions.

~~K~~I. Suggesting test scenarios to the City Manager and providing Committee members to be present in the City’s Emergency Operations Center during Emergency Test Exercises to act as observers during the test and to provide input to the after action report of the test.

Adopted this ____ day of _____, 2007 by roll-call vote as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXPLANATORY NOTE

Additions to the existing language of the Takoma Park Code are indicated by highlighting and underlining.

Deletions to the existing language of the Takoma Park Code are indicated by ~~strikeout~~.

January 26, 2007

The Emergency Preparedness Committee requests the Council to enact the proposed changes to the Committee's scope and responsibilities.

The primary purposes of these revisions are to clarify appropriate roles and coordination needs for Takoma Park in relation to Montgomery County, and to clarify the advisory and assistance role of the Committee.

The proposed changes were approved last year for recommendation to the Council at the Committee's January 26, 2006 meeting and recorded in the minutes adopted February 23, 2006. The delay in presentation of these changes to Council was due to an oversight.

Stacy Baker
Co-Chair
Emergency Preparedness Committee